



## Academic Fee Waivers

National Park Service regulations allow school groups and other bona fide academic institutions to obtain a waiver for park entrance fees, provided that the visit is for educational and scientific purposes, and the resources or facilities the group proposes to use support those purposes.

Academic fee waivers are not granted automatically. Applicant groups must show they qualify for the waiver. Allow two weeks for processing the application.

Please fax the following two documents to Tricia Ford, Fee Program Manager, (530) 246-5154.

1. The attached application for Academic Fee Waiver.
2. Current, official documentation of eligibility, such as described below. It is insufficient to merely state or imply this on the organization's letterhead. **If your school is part of the Shasta County Office of Education (SCOE), you may disregard this requirement; the documentation has already been filed with our office.**
  - Public schools: Letter from the school's County Office of Education attesting to the school's education status and legitimacy including school name, address, phone number, and CDS code (California schools). One-time letter will be filed in a permanent file.
  - Accredited schools (including home schools): Certificate of Accreditation from an accrediting body or County Office of Education. Valid through the expiration date on the certificate.
  - Private schools or scientific institutions: Letter from the Internal Revenue Service or similar state tax authority granting an educational tax exemption (i.e., IRS Determination Letter). Valid through the expiration date of the letter.

Please be aware . . .

- Fee waivers are not available at the Visitor Center.
- Academic fee waivers do not include camping or other activity fees.
- Academic fee waivers cannot be granted for hardship factors.
- Service, civic, or fraternal organizations, such as Scouting, Rotary, and Elks do not qualify for an academic fee waiver unless the group meets the criteria above.
- "Blanket" academic fee waivers for all national parks are not issued or accepted. Groups must submit separate requests to individual parks for approval. A list of parks and contact addresses is at [www.nps.gov](http://www.nps.gov).

If your request is approved, you will receive an academic fee waiver. Each vehicle must display a copy of the approved fee waiver on the dashboard.

If your request is denied, you will receive a letter from the park explaining why your group does not qualify. If required material is not submitted, the park will attempt to contact and assist you.

If you have any questions, please contact Tricia Ford, Fee Program Manager, at (530) 242-3412.

## **Application for Academic Fee Waiver**

**Fill out the form completely and fax to Tricia Ford at (530) 246-5154.**

If you are NOT part of the Shasta County Office of Education (SCOE), attach your official documentation of eligibility. See section #2 on previous page.

1. Name of school or institution:
2. Name of class or course:
3. WHAT is the educational purpose of this visit and HOW does it relate to park resources?
4. Will you be participating in a ranger-led activity?
5. If yes, name the ranger-led activity:
6. School contact name(s):
7. School contact telephone number(s):
8. School contact fax number:
9. Date of arrival:
10. Approximate time of arrival:
11. Approximate time of departure:
12. Area(s) you plan to visit:
13. Approximate number of students and chaperones, including faculty:
14. Approximate number of vehicles: